

MONTANA BOARD OF PRIVATE ALTERNATIVE ADOLESCENT RESIDENTIAL  
OR OUTDOOR PROGRAMS

Full Board Meeting

Department of Labor & Industry

301 S. Park Avenue, Helena, MT

4<sup>th</sup> Floor, Office of Mike McCabe, via Conference Call

October 29, 2008

9:00AM – Completion

Approved Minutes

AMERICANS WITH DISABILITIES ACT:

The Department of Labor and Industry is committed to providing meeting access through reasonable accommodation under the Americans with Disabilities Act. Please contact the Board office prior to the proposed meeting date for further information.

CALL TO ORDER:

Chairman John Santa opened the meeting at 9:05am.

Members present in Helena:

Darcee Kelly joined the meeting at 9:45AM

Members present by phone:

John Santa

Carol Brooker

Mary Alexine

Penny James

Staff Present:

Mike McCabe

Cyndi Breen

Others present in Helena:

Jacob Francom

Roy Kemp

Others present by phone:

Avalon Mc Elhaney

Mickey Manning

AGENDA ITEM #1

REVIEW OF AGENDA:

Motion: Ms. Alexine moved to approve the agenda as presented.

Second: Ms. Brooker

Discussion: None

Vote: Unanimous

Motion carried

## AGENDA ITEM #2

Approval of Minutes:

October 6-7, 2008

Board staff asked that Avalon McElhaney's name be corrected in the minutes.

Motion: Ms. Alexine moved to approve the minutes as amended.

Second: Ms. James

Discussion: None

Vote: Unanimous

## PUBLIC COMMENT STATEMENT:

In accordance with 2-3-103(1), MCA, the Board will hold a public comment period. Please note that Open Forum is the public's opportunity to address the Board on any topic that is not already on the agenda for this meeting. While the Board cannot take action on the issues presented, the Board will listen to comments and may ask the issue be placed on a subsequent agenda for possible action by the Board. The Chairperson of the Board will determine the amount of time allotted for public comment.

No public comment was heard at this time.

## AGENDA ITEM #3

Review and action on Core Standards.

- Changes from the October 6-7 meeting.
- Business registration with the Secretary of State's office.
- Medical staff qualifications.
- Review & action on disqualifiers.

Amendments and motions are included in the document entitled Core Rule Revisions 10 29 08 with Board Motions and is attached to these minutes. Legal staff will deliver the document to the Department legal staff charged with preparing rules for public notice.

## AGENDA ITEM #4

Federal Legislation updates:

HR 6358 has passed the House and referred to the Senate. Sarah Dyson from the Congressional Investigative Services reported that likely no action to be taken this year.

State Legislation updates:

Staff reported that Senator Verdell Jackson has a place holder for legislation pertinent to this Board. To date, a draft of the legislation has not been submitted

Chairman John Santa adjourned the meeting from 11:30am - 1:00pm for lunch.

The meeting was reconvened at 1:07pm.

## AGENDA ITEM #5

Site Visits/Inspections criteria.

Board legal staff will draft a check list based on the rules that have been approved for consideration at the next Board meeting.

#### AGENDA ITEM #6

Application Reviews:

Discussion:

- Most Programs have not completed finger print and background checks on employees.
- Many of the Programs have submitted proof of \$1 million liability insurance policies though some policies have expired.
- Provisional licenses will be issued in the absence of the fingerprints and background checks and a copy of the insurance policy.
- A letter, included with the provisional license, will request a copy of current insurance information. In addition, a copy of the new proposed rules/core requirements will also be sent with an alert to programs that they will be required to comply with future rules.
- A copy of the current statutes with 37.48.103 highlighted, will be sent.
- A final license will not be issued until all of the requirements are met.
- Inspections will occur once all of the provisional license requirements have been met. Programs can maintain provisional status for up to 1 year.

The report of Programs reviewed for Provisional Licensure is attached to these minutes.

Motion: Ms. Alexine moved to approve Elk Mountain Academy, Three Rivers Wilderness Programs Inc, Montana Academy, Inc, and Turning Winds Academic Institution contingent on receipt of the items listed on the report of Programs reviewed for Provisional Licensure.

Second: Ms. James

Discussion: None

Vote: Unanimous.

Motion: Ms. James moved to approve Chrysalis, Summit Preparatory School, Hope Ranch Inc. contingent on receipt of the items listed on the report of Programs reviewed for Provisional Licensure.

Second: Ms. Brooker

Discussion: None

Vote: Unanimous.

Motion: Ms. Kelly moved to approve Star Peak Crossing Inc, Galena Ridge, Grace House, Ranch For Kids Project, for provisional licensure contingent on receipt of the items listed on the report of Programs reviewed for Provisional Licensure. The application for Monarch School is missing population served, age of participants, average daily census, description of the program and facility, description of mission goals and objectives, list of professional/supervisor staff and credentials, and behavior management policy..

The Program is asked to submit a revised application. Provisional Licensure will not be granted until a revised application is received that clearly addresses the requirements of the application itself.

Second: Ms. Brooker

Discussion: None

Vote: Unanimous.

Motion: Mr. Santa moved to approve Montana Educational Consulting & Programs, Inc., Building Bridges Inc, Turning D Ranch, LLC, & Explorations for provisional licensure contingent on receipt of the report of Programs reviewed for Provisional Licensure. The application for Clear View Horizons application is missing population served, age of participants, average daily census, description of the program and facility, description of mission goals and objectives, list of professional and supervisor staff and credentials, and behavior management.

The Program is asked to submit a revised application. Provisional Licensure will not be granted until a revised application is received that clearly addresses the requirements of the application itself.

Second: Ms. Alexine

Discussion: None

Vote: Unanimous.

#### AGENDA ITEM # 7

Next meeting.

November 20, 2008 cancelled

December 11, 2008

Motion: Ms. James moved to cancel the November meeting and plan to meet for the scheduled December meeting at 9:00am.

Second: Ms. Alexine

Discussion: None

Vote: Unanimous.

#### ADJOURNMENT:

Motion: Ms. James moved to adjourn the meeting at 3:05pm.

Second: Ms. Alexine

Discussion: Staff asked that Board members submit their signed travel forms and return their flash drives to the board office in the pre-paid envelope.

Vote: Unanimous.